

FY 16 Budget



Fiscal Year 2016

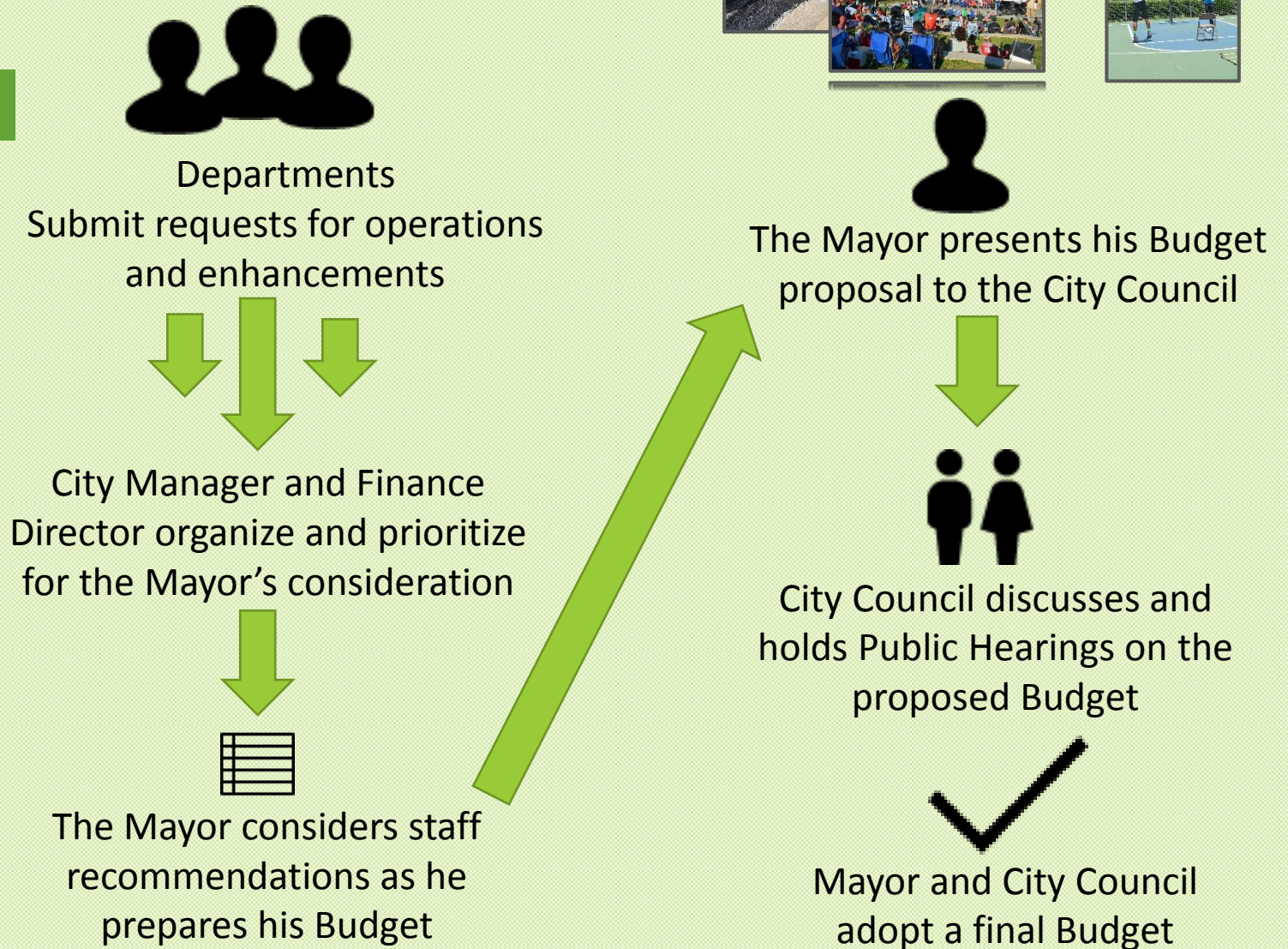


How It Works

Preparing the Budget

- By Charter, the Mayor prepares the Budget
- The Finance Director and City Manager assist the Mayor in the preparation of the Budget
- The Mayor presents his Budget to the City Council
- The City Council holds Public Hearings to discuss the proposed Budget
- The Mayor and City Council vote to adopt a final Budget

The City of Johns Creek Fiscal Year runs October 1 through September 30.



Purpose of the Budget



A budget serves as a:

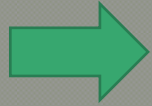
- ✓ Policy Document
- ✓ Financial Plan
- ✓ Operation Guide
- ✓ Communications Device

These elements help describe...

- ✓ What we have done...
- ✓ What we plan to do...
- ✓ How we will accomplish our objectives...

New with the FY 2016 Budget

Budget Improvements - Overview



- Consideration of Base Operations
 - Strategic cuts to reduce discretionary growth
 - Established solid “base operations” budget
 - Recognized one-time expenses
 - Distilled service increase requests



- Creation of Accrual Funds
 - To allow for future maintenance needs and consider lifecycle costs of investments
 - Vehicle Replacement (\$1.69 M)
 - Infrastructure Maintenance (\$3.6 M)
 - Unused portion will accrue for future years



- Scoring system to prioritize Enhancement Requests
- Utilization of 10-year Financial Forecast



Streamlining Operations



*Department
Requests*

Base
Operations

Personnel

Discretionary

One Time Expenses

Service Level Increases

Enhancements

Accrual Funds



Transfers from General Fund

\$1.69 M
annually

\$

Asset Replacement

*For Vehicle Replacement as needed
(contribution based on size of fleet)*

\$3.6 M
annually

\$

Infrastructure Maintenance

*Infrastructure maintenance as needed
(contribution based on fixed assets)*

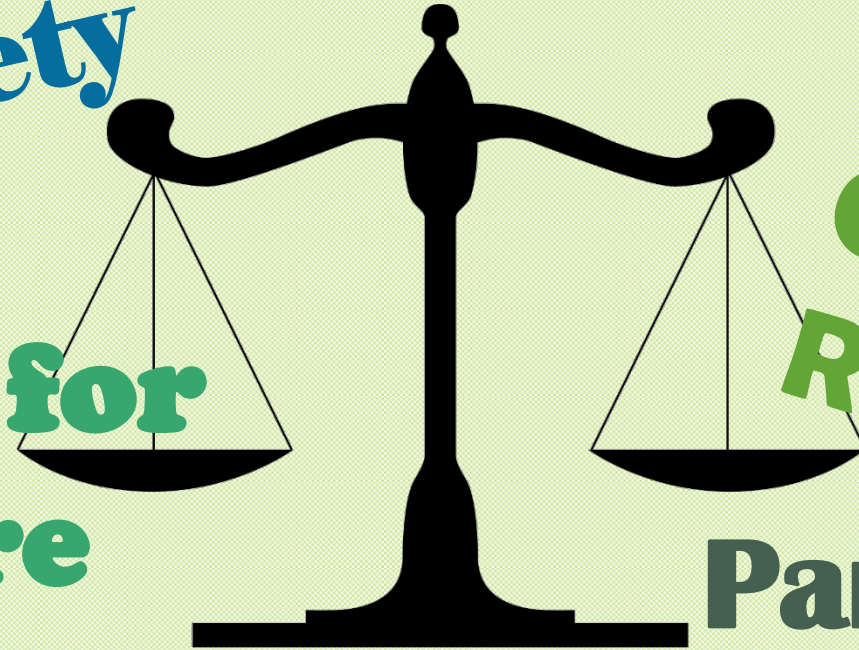
Unused portion accrued into future years for future needs

Prioritizing Enhancements



Public Safety

**Planning for
the Future**



**Traffic
Congestion
Relief**

**Park
Improvements**

Scoring Enhancement Requests

- *Requests for enhancements compete for limited resources*
- *Scoring the requests against one another based on priorities*

Priorities of FY 2016



Traffic Congestion Relief



Resurfacing & Infrastructure Investments



Public Safety Support



Park & Greenspace Investments



Strategic Planning for Future Needs

Next Steps: Budget and Beyond



Discussion and Adoption

- 08/24/15 Discussion at Work Session
- 09/08/15 Public Hearing and further discussion
- 09/28/15 Public Hearing and consideration

Major Policy Review

- Policy Review Calendar
 - Major City operational policies
 - Personnel Related Policies
 - Financial Policies

Strategic Goal Setting

- Annual Strategic Planning Retreat
- Discuss Strategic Goals and Priorities
 - Objectives
 - Outcome Measures
 - Key Performance Indicators
 - Workload
 - Performance

Short Term Work Program

- Review of future investments
- Updates based on Strategic Goals and Priorities
- Updates based on new Recreation and Parks Plan

FY 2016: The Details



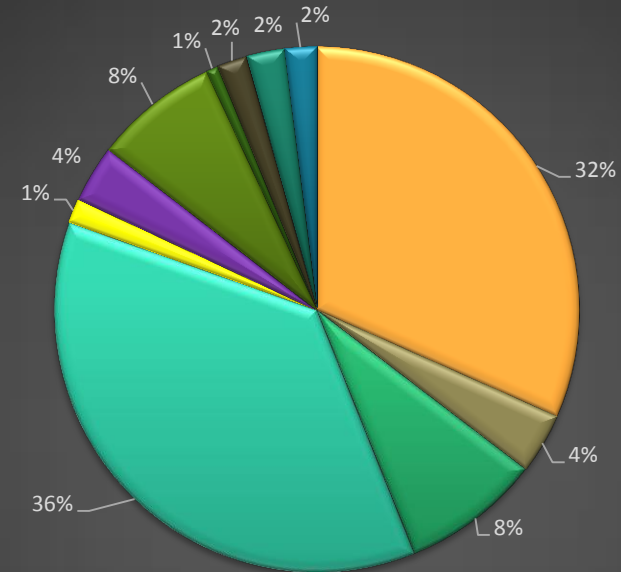
The Numbers Behind the Balanced Budget

- General Fund Revenue of \$53,453,959 matches expenditures of \$53,453,959
 - Operating (Personnel and Discretionary) Expenses: \$42,284,049
 - Contingency: \$675,000
 - Accruals for Maintenance: \$3,600,000
 - Accruals for Vehicle Replacement: \$1,691,410
 - Accruals for ChatComm: \$468,850
 - One-Time Expenses (for Operations): \$580,210
 - Service Level Additions (for Operations): \$779,539
 - Enhancements (Capital and Investments): \$3,374,900
 - \$1 discrepancy between workbooks and spreadsheet
- Other Fund Revenue matches expenditures within each Fund

2016 General Fund Revenues



General Fund Revenue



- Real & Personal Property Tax
- Franchise Fees
- Alcoholic Beverage Tax
- Insurance Premium Tax
- Building & Trades Permits & Inspection Fees
- Other
- Motor Vehicle
- Local Option Sales Tax
- Business & Occupation Tax
- Alcoholic Beverage Licenses
- Municipal Court Fees

General Fund Revenue



General Fund Revenue

Real & Personal Property Tax	\$ 16,910,000
Motor Vehicle	\$ 2,000,000
Franchise Fees	\$ 4,566,834
Local Option Sales Tax	\$ 19,500,000
Alcoholic Beverage Tax	\$ 800,000
Business & Occupation Tax	\$ 1,896,825
Insurance Premium Tax	\$ 4,100,000
Alcoholic Beverage Licenses	\$ 407,500
Building & Trades Permits & Inspection Fees	\$ 980,500
Municipal Court Fees	\$ 1,250,000
Other	\$ 1,042,300
Total - Balanced Budget	\$ 53,453,959

Other Funds



Type of Fund	Total
Seized / Forfeited Fund	\$240,250
E-911 Fund	\$2,148,590
Tree Fund	\$7,500
Hotel / Motel Fund	\$400,000
Debt Service Fund	\$688,875

Proposed General Fund Expenditures



Department	Total Expenditures
Administrative Services	\$282,220
City Clerk	\$597,560
City Council	\$316,705
City Manager	\$1,317,570
Communications	\$756,195
Community Development	\$2,206,640
Court	\$815,160
Information Technology	\$2,213,085
Facilities	\$1,910,355
Finance	\$1,199,276
Fire	\$11,261,474
Human Resources	\$812,000

Proposed General Fund Expenditures



Department	Total Expenditures
Legal	\$425,000
Police	\$10,097,898
Public Works	\$7,151,000
Recreation and Parks	\$2,281,650
Contingency	\$675,000
Enhancements Funded	\$3,434,900
Contribution to Infrastructure Maintenance Fund	\$3,600,000
Contribution to Asset (Vehicle) Replacement Fund	\$1,691,410
Transfer to E-911 Fund	\$468,850
Total Expenditures – Balanced Budget	\$53,453,959

Enhancements and Accruals

Enhancements Prioritized

- Major Departmental Initiatives
- Non-recurring costs
- Capital Investments
- Utilizing Scorecard

Accrual Spending Prioritized

- Maintenance of Existing Assets
- Replacement of Existing Vehicles

Operations Modifications

- Personnel Changes
- Removal of Departmental Contingencies



Scorecard Example



City of Johns Creek, GA Fiscal Years 2016 - 2025 Capital Projects Input Form

Project Name: **Ocee Park Restrooms/Irrigation**
 Department: **PW**
 Contact: **Tom Black - 678-512-3255**
 Department Priority: **1**

Project Category: **Facility Improvements**
 Improvement Type: **New**
 Funding Source(s): **Local**
 Useful Life: **15+ years**

Project Costs:	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total Funding
Capital Costs:											
Design/Studies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land/Right-of-Way	-	-	-	-	-	-	-	-	-	-	-
Construction	175,000	-	-	-	-	-	-	-	-	-	175,000
Equipment	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-
<i>subtotal</i>	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Operating Costs:											
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance & Operations	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	210,000
<i>subtotal</i>	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 210,000
Total Project Costs:	\$ 196,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 385,000
Funding Sources:											
General Fund:											
General Revenue (operating)	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 210,000
General Revenue (capital)	175,000	-	-	-	-	-	-	-	-	-	175,000
User Fees	-	-	-	-	-	-	-	-	-	-	-
Fund Balance (available)	-	-	-	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-	-	-	-
Capital Leasing	-	-	-	-	-	-	-	-	-	-	-
Capital Financing (Bond/Loan)	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Total Funding Sources:	\$ 196,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 385,000
Funding Variance:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Projects Prioritization Matrix

Consistency with Community Goals & Plans	
Public Health and Safety	
Mandator or Other Legal Requirements	
Maintain or Improve Standard of Service	
Extent of Benefit	
Related to Other Projects	
Public Perception of Need	
Efficiency of Service	
Supports Economic Development	
Environmental Quality	
Feasibility of Project	
Opportunity Cost	
Operational Budget Impact	
Impact on Traffic	

Score Panel Average: 14 out of 28

Other Comments

This project could be funded with a future bond or SPLOST.
Project Code: PR15

Description and Justification

Construction of new restrooms at the lower three baseball fields and volleyball/basketball courts. With the extension of the waterline to this new bathroom, this project will extend the irrigation system for the lower baseball fields.

Detail of Operational Costs

Maintenance costs include bathroom cleaning daily.
Also includes increase in cost of water from February to September.

Scorecard Example

Capital Projects Prioritization Matrix

Consistency with Community Goals & Plans
Public Health and Safety
Maintains or Improves Standard of Service
Extent of Benefit
Related to Other Priority
Public Perception of Need
Efficiency of Service
Supports Economic Development
Environmental Quality
Feasibility of Project
Opportunity Cost
Operational Budget Impact
Impact on Traffic

Score Panel Average: 14 of 28

Other Comments

Project Code: PR15

Detail of Operational Costs

Maintenance costs include bathroom cleaning daily. Also includes increase of cost of water from February to September.



Personnel Highlights

Headcount

- Eliminates 2 positions
- Adds 4 police positions
- Adds 4 fire positions
- Transitions 4 contract GIS positions to City
- Transfers staff between departments to better serve anticipated needs
- Total full-time city employees 209 (increases from 199 in 2015)

COLA

- Reduced from 1.5% to 0.1%
- Tied to CPI (0.1% increase)

Merit

- 3.3 % merit increase
- 3.5 % merit increase for department heads



One-Time Expenditures



One-Time Expenditures

Key projects or initiatives

City Clerk	Election conducted by Fulton County	\$200,000
City Clerk	New Shelving	\$810
Communications	Training for new video production equipment	\$2,500
Court	Temporary Personnel to assist in scanning	\$74,000
Court	New Scanner	\$500
Facilities	Renovating permit counters for ADA accessibility	\$28,000
Fire	Accreditation Fees	\$7,500
Fire	Paramedic Class (6 more becoming paramedics)	\$26,000
Fire	Cont. Pressure Air Pack Devices for Engine 61 and Engine 63	\$2,500
Fire	New radios - compliant with new system and federal mandate	\$95,000
Fire	Radio headset system for boat purchased in 2015	\$4,800
Fire	Camera for public educator/public relations officer	\$1,200
Fire	Utility trailer	\$2,400
Police	Radio Upgrade - compliant with new system & federal mandate	\$135,000
Total One Time Expenses:		\$580,210

Service Level Increases



Service Level Increases - Expenditures

As reflected in FY 2016 Budget Proposal

City Council	Extra Training for Council	\$10,000
Fire	Fire Staffing Increase (1 Fire Marshal) (with benefits)	\$85,151
Fire	Fire Staffing Increase (3 FTE, Station 62) (with benefits)	\$229,547
Police	Police Staffing Increase 4 Officers (with benefits)	\$339,842
Police	Equipping new Police - 4 Equipment (except cars)	\$84,000
Recreation	Additional Recreation Leader (PT staff)	\$14,000
Total – Service Level Increases:		\$762,540

Enhancements



Enhancements: Traffic Congestion Relief

As reflected in FY 2016 Budget Proposal

Infrastructure Investments for Traffic Congestion Relief	Subtotal:	\$1,804,500	Grant	Agency	Timing
ITS Phase 3a Fiber Installation (across 120, SBR, McGinnis Ferry)	\$600,000	\$600,000	\$180,000	ARC	Dec. 2015
Medlock Bridge at State Bridge ThrU - Intersection Improvement		\$600,000	\$4,838,873	GDOT	Aug. 2015
McGinnis Ferry Road Improvement (Forsyth)	\$100,000	\$700,000			
ITS Phase 4 - Adding Flashing Yellow Lights/Additional Turn Lanes on MBR	\$65,000	\$765,000	\$251,000	State	Funded
Kimball Br Rd Widening (4-Ln) from State Bridge to Jones Bridge ROW	\$150,000	\$915,000			
Kimball Br Rd Widening (4-Ln) from State Bridge to Jones Bridge Construction		\$915,000	\$9,000,000	ARC	Dec. 2015
Medlock Bridge Flex Lanes - Add Flex Lane on MBR		\$915,000	\$12,000,000	Federal	Nov. 2015
Abbotts Bridge from Jones Bridge to Parsons Rd (Turn Lanes/Median)	\$500,000	\$1,415,000	\$3,470,000	ARC	Dec. 2015
Abbotts Br Rd R/W Acquisition from Parsons to Medlock Br Rd	\$250,000	\$1,665,000	\$2,700,000	ARC	Dec. 2015
Barnwell Road at Holcomb Bridge Road Design - Additional Lanes/Median	\$84,500	\$1,749,500	\$338,000	ARC	2016- Q1
Haynes Bridge Corridor Study - Feasibility of 4-Lanes/Turn Lanes/Median	\$55,000	\$1,804,500	\$220,000	ARC	2016 - Q1

Enhancements



Enhancements: Planning for the Future

As reflected in FY 2016 Budget Proposal

Planning for the Future	Subtotal:	\$460,000	Grant	Agency	Timing
North Fulton Comprehensive Transportation Plan Update	\$60,000	\$60,000			
Budget Scenario Software - to Create More Detailed Forecasting Budget	\$100,000	\$160,000			
Rogers Bridge Connection across Chattahoochee - (City's Portion of Match)	\$50,000	\$210,000			
Autrey Mill Trail Study	\$55,000	\$265,000	\$220,000	ARC	2016 - Q1
Fire Station 64 Feasibility/Location Study	\$15,000	\$280,000			
Pavement Conditions Analysis - Laser Truck	\$125,000	\$405,000			
Financial Advisor	\$55,000	\$460,000			

Enhancements



Enhancements: Improved Services – Safety, Efficiency, and Effectiveness

As reflected in FY 2016 Budget Proposal

Improved Services: Safety, Efficiency, and Effectiveness in Operations	Subtotal:	\$1,110,400	Grant	Agency	Timing
Implement Intersection Geometric Improvements - General	\$90,000	\$90,000			
Implement Stormwater Management Program as Required by MS4	\$80,000	\$170,000			
Lucas Devices / Continuous CPR Chest Compressions (3 units total)	\$54,000	\$224,000			
Police Staffing Plan - 4 Cars (fully loaded)	\$220,000	\$444,000			
Firewall Refresh	\$25,000	\$469,000			
Replace Fire Hose Nozzles (Phase 1 of 3)	\$7,000	\$476,000			
Barnwell Enhanced Sidewalk and Intersection Improvements Design	\$208,000	\$684,000	\$832,000	ARC	2016 - Q1
Zoning Ordinance: Create Illustrations for Form Based Zoning District/Overlay	\$20,000	\$704,000			
Server Refresh (Backup Server)	\$35,000	\$739,000			
Server Refresh (Data Storage)	\$65,000	\$804,000			
Media Analytics and Monitoring Software	\$15,000	\$819,000			
Last Mile Connectivity - Eliminate Leased Fiber, increase speed and productivity	\$24,000	\$843,000			
New Granicus Module: Meeting Efficiency (minute creation)	\$15,400	\$858,400			
New Granicus Module:Legislative Management (agenda workflow, item creation)	\$38,000	\$896,400			
Interactive Plan Review Displays @ City Hall	\$15,000	\$911,400			
Document Management Software - Enhancing/Replacing Optiview Software	\$150,000	\$1,061,400			
Probation Audit Project	\$4,000	\$1,065,400			
Branding Upgrades	\$10,000	\$1,075,400			
Internal Auditor	\$35,000	\$1,110,400			

Enhancement Example



IT: Last Mile Connectivity

- **\$24,000 project** to eliminates leased fiber (\$8,000 antenna and \$16,000 in construction costs) will allow the City to tie all City facilities to its fiber system.
- Adds large bandwidth necessary for additional projects, including traffic systems.
- **Saves an annual amount of \$80,000** by no longer needing to lease fiber.



Accruals



Accruals

As reflected in FY 2016 Budget Proposal

Eligible 2016 Maintenance Projects Requested		Accrual Account
Police Vehicle Replacements (Part of 5-Year Plan)	\$525,600	Police Vehicles
Fire Vehicle Replacements (Part of 5-Year Plan)	\$192,150	Fire Vehicles
Autrey Mill - Repairs to foundation of the Summerour House	\$60,000	Autrey Mill Nature Preserve
Autrey Mill - Repairs to foundation of the Visitors Center	\$60,000	Autrey Mill Nature Preserve
Newtown Pond Dredging/Renovation	\$150,000	Stormwater System
Ocee Park Renovation of City's Oldest Playground	\$200,000	Ocee Park
Greenway Trail Light Replacements	\$36,000	Sidewalks and Trails
Resurfacing (neighborhood paving program)	\$1,500,000	Road Resurfacing
Resurfacing (main and high traffic local roads*)	\$500,000	Road Resurfacing
*+\$366K LMIG funds	\$3,223,750	

Accruals



Accrual Accounts

Accruals: For Asset Replacement (Vehicles)	2016 Deposit	Withdrawals	Balance
Police Existing Vehicles	\$822,453	\$525,600	\$296,853
Fire and Emergency Services Existing Vehicles	\$819,346	\$192,150	\$627,196
Public Works Existing Vehicles	\$43,774	0	\$43,774
Traffic Response (TRV) Existing Vehicles	\$5,837	0	\$5,837
Total 2016 Contribution	\$1,691,410	\$717,750	\$973,660
Accruals: For Maintenance and Repair of Existing Facilities	2016 Deposit	Withdrawals	Balance
Road Resurfacing (main and neighborhood)	\$ 2,000,000	\$2,000,000	\$0
Sidewalks and Trails	\$ 75,000	\$36,000	\$39,000
Stormwater System	\$ 300,000	\$150,000	\$150,000
Traffic Signals	\$ 150,000		\$150,000
Bridges and Tunnels	\$ 150,000		\$150,000
Autrey Mill Nature Preserve	\$ 125,000	\$120,000	\$5,000
Ocee Park	\$ 150,000	\$200,000	(\$50,000)
Newtown Park	\$ 250,000		\$250,000
Shakerag Park	\$ 100,000		\$100,000
Fire Stations	\$ 300,000		\$300,000
Total 2016 Contribution	\$ 3,600,000	\$2,506,000	\$1,094,000
	Deposit	Withdrawals	Balance
TOTALS	\$5,291,410	\$3,223,750	\$2,067,660

Accrual Highlight: Resurfacing

\$2,000,000 Dedicated in 2016

The City of Johns Creek embarked on a long-term plan to repave and maintain its neighborhood streets in 2015.

In the spring of 2015, the Public Works Department began tackling the multi-year program to upgrade the condition of all of the City's subdivision streets. The City will start the second year of repaving in 2016, with \$1.5 million dedicated for neighborhoods and \$500,000 for major roads.



Supplemental Projects



If the Council is interested in spending reserves - \$5,000,000 Suggestion

Jones Br Rd Improvements from Douglas to McGinnis Ferry Rd Design	\$300,000
ITS Improvements - General	\$260,000
Jones Br Rd Improvements from Waters Road to Buice Road Design	\$150,000
Jones Bridge LT turn lanes from Buice to Morton Road (Phase 2)	\$425,000
Signal Loop Replacement Program to Pucks (Phase 1 of 6)	\$200,000
Sargent Road at McGinnis Ferry Florida "T"	\$150,000
Design Bridge Replacement Bell Road Over Cauley Creek Tributary	\$150,000
Comprehensive Plan Update	\$300,000
Traffic Signal Upgrades/Replacements - General	\$300,000
Automated License Plate Readers (2 vehicle mounted, 2 stationary) - Pilot	\$115,000
Ocee Park - Construction of restroom facility and irrigation of lower fields	\$175,000
Construction of New Sidewalks	\$500,000
Morton Road - Develop Pocket Park	\$1,000,000
State Bridge Road - Complete Development of Pocket Park	\$250,000
Newtown Park Sidewalk Connections	\$14,000
Video System for Newtown Park	\$50,000
Additional Resurfacing	\$661,000
Mayor Funded (through Reserves):	\$5,000,000

Discussion of the Budget

Budget has been Presented

- Time for the City Council to Discuss
- Public Hearings in September
 - 09/08/15
 - 09/28/15
- The Mayor and City Council vote to adopt a final Budget 09/28/15

The City of Johns Creek Fiscal Year runs October 1 through September 30.

